PUBLIC WORKS

Waste Disposal / Hazardous Material Handling

•	Garbage and Recycling – Waste Management	800.592.9995
•	Food Scrap and Composting	425.556.2897
•	Fats, Oil and Grease Discharge – Assistance in removal options	425.556.2858
	» Food service establishments are required to minimize the discharge of Fats, Oils and Grease (FOG)	
•	Wastewater Discharge Permits – Assistance with permits	425.556.2858
	» Businesses discharging any substance other than typical restroom generated wastewater may be required to obtain additional wastewater discharge permits	
•	Wellhead Protection Program – Assistance to manage hazardous materials	425.556.2753
	» Businesses in close proximity to drinking water wells (Wellhead Protection Zones 1,2 & 3) must provide information and implement practices to help protect the City's groundwater	
•	Hazardous Waste – King County Hazards Line	206.296.4692
	» Businesses generating hazardous waste may qualify for a	

government assistance program to help properly dispose of such wastes



Information

- Transportation streets, sidewalks, bike lanes: 425.556.2701
- Water, Sewer and Stormwater Infrastructure: 425.556.2701
- Improve business waste reduction and recycling efforts: 425.556.2832
- Water conservation programs: 425.556.2845

Other City Resources

425.556.2449

- ThinkRedmond.com
 Free marketing available through
 Redmond's buy-local program
 425.885.4014
- GOrtrip.com
 Financial incentives and online resources for employee commuting alternatives available through the Redmond Trip Resource & Incentive Program

Report spills, illicit discharges, dumping or pollution

Redmond Spill Hotline 425.556.2868



Starting a Business

Business Resources in Redmond

A RESOURCE TO KEY AREAS OF RESPONSIBILITIES AND SERVICES PROVIDED BY CITY OF REDMOND



FIRE PREVENTION

Business License Information

- · City of Redmond business license is required to engage in business within the city limits of Redmond
- Minimum license fee is \$91, covering the first 1,920 hours worked in the city
- Expires **December 31** of each calendar year
- · Required to renew by February 15 if business will continue in Redmond
- Non-transferable New owners of business must apply for new license
- All non-profits are required to obtain a business license. Those providing proof of their IRS 501(c)(3) status will be exempt from the license fee
- Additional regulatory requirements for massage, carnival, pawnbroker, peddling and towing businesses
- · City of Redmond does not charge a Business and Occupation (B & O) tax

 City charges admissions taxes, gambling taxes. and occupational utility taxes on applicable businesses

Washington State Master Business License may be required if you will:

- Sell goods to consumers
- Expect to earn a gross income of \$12,000 or more per year
- Have employees within 90 days
- Use a name that is different from the owner or corporation name

To apply visit:

www.dol.wa.gov/business/file.html or call WA State Dept of Licensing at 360.664.1400

Download application at www.redmond.gov/businesslicense

Contact Utility Billing to:

- Open or close a utility account
- · Change utility account information

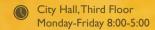
Contact Fire Prevention for help with:

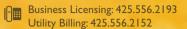
- Storing or using hazardous materials such as flammable liquids, acids, compressed gases, combustible dusts, etc
- Changing the fire alarm or fire sprinkler systems
- · High piled rack storage
- New construction or tenant improvements
- · Changing use or occupancy classification
- Requirements for emergency evacuation drills
- Fire safety inspections
- Clarification of fire code requirements
- Required Annual Fire Code Operational Permits (based on the business's type of operation)
- · Required one time Permits for tents, canopies, special events, carnivals and firework displays



- · Required one time Permits for removal of Underground or Aboveground Storage Tanks (UST/AST)
- · Annual Fire inspection schedule
- UL Certification of fire alarm system
- · Annual confidence tests of fire alarm and fire sprinkler systems

BUSINESS LICENSING AND UTILITY BILLING





businesslicense@redmond.gov utilitybilling@redmond.gov

FIRE PREVENTION

- City Hall, Second Floor Monday-Friday 8:00-5:00
- 425-556-2246
- fireprev@redmond.gov

PLANNING & COMMUNITY **DEVELOPMENT**

City Hall, Second Floor Monday-Friday 8:00-5:00

Planning Questions: 425.556.2494 Building Questions: 425.556.2493

City Hall, Second Floor

425.556.2701

pwgen@redmond.gov

Monday-Friday 8:00-5:00

Planning: planneroncall@redmond.gov Building: plansexaminer@redmond.gov

 Required building, electrical, plumbing, rack storage and/or mechanical permits to change, install or remove any walls or change existing fixtures, plumbing and/or signs*

• Regulations on permanent signs including

size, placement, permits and licenses

 Any changes to an existing building, work space, or suite*

Information

Permits: 425.556.2473

*Building Plans Examiner: 425.556.2493

Permanent Signs: 425.556.2412



Contact Planning and Community Development for Assistance Regarding:

- · Regulations for home-based businesses including Family Day Care
- · Permitted land uses and whether the building, work space, or suite is an appropriate use for the proposed business
- Requirements for a "Special Use" or "Conditional Use" permit when applicable
- Parking requirements or parking studies needed for the proposed business
- Requirements on changes to any portion of the façade or exterior of the building (including changing the paint color)
- Commute Trip Reduction (CTR) program for businesses employing more than 100 employees scheduled to begin the workday between 6 and 9am

PUBLIC WORKS

Commute Trip Reduction Program: 425.556.2442